

**MINUTES OF MEETING  
LINCOLN PUBLIC LIBRARY  
BOARD OF TRUSTEES  
April 25, 2006**

**CALL TO ORDER:**

**Denise Blais called the meeting to order at 5:43 PM at the Lincoln Public Library.**

**PRESENT:**

**Diane Walsh, Treasurer, Denise Blais, and Kristine Donabedian, Trustees were present. Also in attendance were Becky Boragine, Library Director, Diane Dexter, Assistant Director and Gretchen Hanley, Young Adult Librarian.**

**ABSENT:**

**Karen Quinn, Chairman and Wil Postle, excused.**

**APPROVAL OF MINUTES:**

**The Minutes of the March 28, 2006, meeting were reviewed. A motion to accept the Minutes as presented was made by Diane Walsh and seconded by Kristine Donabedian. The motion was approved unanimously.**

**DIRECTOR'S REPORT:**

**The Director's Report was approved as presented. A motion to**

**accept the Director's Report as presented was made by Kristine Donabedian and seconded by Diane Walsh. The motion was approved unanimously.**

#### **FINANCIAL REPORT:**

**Treasurer Diane Walsh reported the following balances: Champlin account, \$151.92; Trustees account, \$54,744.70; Checking account, \$259.68; Certificate of Deposit, \$26,396.56; and Fines paid to Town of Lincoln, \$5,142.78**

**A motion that all invoices being presented for payment by the Town of Lincoln are accurate and are to be paid from their respective accounts was made by Kristine Donabedian and seconded by Denise Blais. The motion was approved unanimously.**

#### **UNFINISHED BUSINESS:**

**Becky Boragine reported that nothing new has been discussed concerning contract negotiations.**

**The security system has been put in the budget, which consists of the Library budgeting \$5,000 and the Town of Lincoln budgeting \$5,000. The maintenance fees will be taken from the Library budget. The Board is waiting to make a decision after the Financial Town Meeting to make sure the funds are approved. During the May meeting, Sonatrol and ADT will come and present their proposals. Shannex security systems was taken under consideration, but was**

**dismissed do to the cost and limited products.**

**The Financial Town Meeting will be held on May 8, 2006. The Library budgets bottom line will be \$915,655.00 including state aid of \$172,879.00. The Library budget is up \$42,000.00 from the fiscal year of 2005/2006.**

**Ms. Boragine submitted the parking ordinance letter to the Town Administrator Sue Sheppard. The Town has informed Ms. Boragine that an ordinance is not needed and that the issue of parking is part of the Charter. This will allow the police to ticket and tow unauthorized vehicles in the Library parking lot. Six signs will also be put up indicating the policy. The yellow lines indicating handicap parking at the front of the building will have to be painted over. Ms. Boragine has contacted the Public Works Department to find out what this will entail.**

**Ms. Boragine is still working on the lighting situation in the parking lot. The Town has contacted the electric company and the Public Works Director of the Town will keep investigating till the situation is taken care of. One light is now currently working.**

**The Video/DVD policy was reviewed again and was approved by the Board.**

**The pros and cons of the new circulation system were discussed.**

**The staff is catching on and patrons are doing well.**

#### **NEW BUSINESS:**

**The summer schedule was approved by the Board. The Library will be closed on Saturdays during the months of July and August. A motion to accept the summer schedule was made by Kristine Donabedian and seconded by Diane Walsh. The motion was approved unanimously.**

**The Champlin Foundation Grant requests were approved by the Board. The Library is requesting new computers to be used by patrons and by the staff. The requests will be submitted this month to the Champlin Foundation. A motion to accept the requests was made by Diane Walsh and seconded by Denise Blais. The motion was approved unanimously.**

**Each department of the Library submitted a “Wish List” of needed materials, decks, chairs, shelving, etc., for their respective department to the Board. The lists are to be submitted to the Champlin Foundation in May. The Board has given Ms. Boragine discretion on any added items to the list. They still have the entire month of May to add more items. A motion to accept the requests as presented was made by Diane Walsh and seconded by Denise Blais.**

**Gretchen Hanley had some concerns about the cell phone use in the library. The Board discussed putting up new and different signs from**

**the ones currently being used. The lobby is being used by patrons for cell phone use. New signs might be the answer.**

**ADJOURNMENT:**

**There being no further business, a motion was made by Kristine Donabedian and seconded by Diane Walsh to adjourn the meeting at 6:47 PM. The motion was approved unanimously.**

**Respectfully submitted,**

**Caitlyn P. Tucker  
Board Secretary**